

Castle Ridge Homeowners Association

An annual ownership meeting of the owners of the Castle Ridge Homeowners' Association was held at the New Castle Community Center on February 15th, 2024, at 6 PM.

Homeowners present: Kris Kratovil, Christine Schriock, Brian McLaughlin, and Dan Becker.

Homeowners present by Proxy: Collette Meagher (Laura Brown), Kris Oberg (Laura Brown), Timothy McWilliamson (Laura Brown), Michael Watts (Laura Brown), and Michael and Diane Doherty – 2 units (Laura Brown).

Management Present: Laura Brown, Association Manager

- Call to Order:
The meeting was called to order at 6:03 PM by Laura Brown.
- Quorum: (10% of eligible voters)
With 9 members present (in-person or by-Proxy), a quorum was established.
- Approval Action Items:
 - Meeting minutes of the Annual Ownership meeting held on 3/7/2023 were presented to Ownership and included in the packet mailed and emailed to all owners on 1/3/2024 for review.
 - A motion was made by Dan Becker to approve the minutes as presented Seconded by Christine Schriock. No further discussion. Unanimously passed.
- Management Update
 - End of Year 2023 Financials were included in the packet provided to ownership including a balance sheet, income statement, and budget comparison.
 - Account Balances as of 12/31/2023:
 - Operating: \$8,151.52
 - Reserve: \$1,637.17
 - CD: \$44,625.64
 - 2023 Budget Comparison shows a net income of \$1074.63 but does not include the budgeted reserve transfer of \$1000, and tree maintenance was not performed this year (although budgeted) due to a running deficit for operating expenses, mainly legal expenses due to the change in legislation that required an update to the policies. With dog station maintenance no longer included in the seasonal landscape contract, a third-party maintenance company has been hired. Additional rock wall maintenance was necessary to ensure the safety of backflow system that is dangerously close to the installed rock wall in the common area.
 - A motion was made to ratify the Board-approved budget as presented by Dan Becker. Seconded by Christine. No further discussion. Passed unanimously.
 - Seasonal Contracts

- Landscape, Irrigation services provided by Patience Maintenance for 2023 to include weekly mowing of the common areas (including the berm), weed control, trash pick-up, and irrigation system maintenance. Kris stated that the landscape and irrigation services were sub-par this year and is hoping the Board considers hiring another contractor.
- Management confirmed that the backflow that provides irrigation water along the outer edge and berm of the property “exploded” in late November because it was not properly winterized by Patience Maintenance. Management had an emergency call after-hours from the Town of New Castle and had to call in Daly Property Services to investigate and confirm repairs. An estimate for replacement will be provided to the Board at the next meeting for review and approval.

- Old Business
None presented at this time.

- New Business
 - Board of Directors Update:
 - Christine Schriock expressed her intention to join the Board of Directors. With no further candidates to come before the Board, Dan Becker makes a motion to appoint Christine to the Board. Seconded by Kris. No further discussion. Passed unanimously.
 - Management will reach out to the current Board members (Roger Proffitt and Brian McLaughlin) to confirm their intention to continue to serve on the Board.
 - Management will reach out to all members of the Board to confirm a date for the next meeting in March.

- Open Forum
None presented this time.

- Adjournment
There being no further business to come before this meeting, it was motioned by Dan Becker to adjourn the meeting at 6:25 PM. Seconded by Christine. No further discussion. Passed Unanimously.

Respectfully Submitted,

Laura K. Brown, Association Manager
Property Professionals

Property Professionals Association Management
1430 Railroad Ave, Suite A
Rifle, CO 81650
970.625.2255